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NASA Policy Directive

NPD 8810.2AEffective Date: December 09,
2009Expiration Date: December 09,
2014**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

Subject: Master Planning for Real Property

Responsible Office: Facilities Engineering and Real Property Division

1. POLICY

It is NASA's policy that each Center prepare and maintain a Center Real Property Master Plan (CMP). A CMP is the Center's statement of its concept for the orderly management and future development of the Center's real property assets, including land, buildings, physical resources, and infrastructure. It is the overall plan for Center development. It provides a narrative, statistical, and graphic record of current capabilities and conditions (natural features, buildings, structures, utilities, transportation systems, and other improvements), as well as proposed conceptual capabilities necessary to support program and institutional requirements and NASA's strategic and business planning. It includes a Capital Improvement Program Plan projecting the cost and schedule of planned implementation. The CMP is integrated with and supports NASA's Strategic Plan, Mission Directorate strategies, NASA's Real Property Strategic Plan, and Center strategies. The CMP is prepared in accordance with applicable NASA-implementing requirements and other planning processes, including environmental planning. The CMP complies with requirements established by pertinent statutes and regulations, Office of Management and Budget (OMB) circulars, Executive orders, and Agency directives and guidance.

2. APPLICABILITY

This NPD is applicable to NASA Headquarters and NASA Centers, including Component Facilities and Technical and Service Support Centers. The language herein applies to the Jet Propulsion Laboratory, other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements.

3. AUTHORITY

The National Aeronautics and Space Act of 1958, as amended, 42 U.S.C. 2473.

4. APPLICABLE DOCUMENTS

- a. Executive Order 12372, Intergovernmental Review of Federal Programs, as amended by Executive Order 12416, the Demonstration Cities and Metropolitan Development Act of 1966.
- b. NPD 1000.0, NASA Governance and Strategic Management Handbook.
- c. NPD 1000.3, The NASA Organization.
- d. NPD 1000.5, Policy for NASA Acquisition.
- e. NPD 1001.0, 2006 NASA Strategic Plan.
- f. NPR 1441.1, NASA Records Retention Schedules.
- g. NPD 8800.14, Policy for Real Property Management.
- h. NPR 8810.1, Master Planning Procedural Requirements.

5. RESPONSIBILITY

In accordance with NPD 1000.0, NASA Governance and Strategic Management Handbook; NPD 1000.3, The NASA Organization; NPD 1000.5, Policy for NASA Acquisition; NPD 8800.14C, Policy for Real Property Management; and NPR 8810.1, Master Planning Procedural Requirements:

- a. The Director, Facilities Engineering and Real Property Division, shall:

- (1) Provide leadership regarding the development and management of NASA CMPs, including the development and dissemination of NASA master planning guidance and advocacy of funding for CMPs.

- (a) Review and concur on each newly prepared or significantly modified CMP.

- (b) Coordinate the review of new and significantly modified master plans with Mission Directorates and applicable Headquarters Functional Offices. (c) Consult with the customer Mission Directorates and Headquarters Functional Offices, as appropriate, before concurring on each CMP.

- (2) Advocate and guide Agency-wide cross-Center planning for land, buildings, resources, and infrastructure in collaboration with the Mission Directorates and Headquarters Functional Offices, ensuring a coordinated Agency perspective for planning for support of mission requirements with land, buildings resources, and infrastructure. (3) Ensure the management and disposal of any program documentation in accordance with NPR 1441.1, NASA Records Retention Schedules.
- b. NASA Center Directors shall:

- (1) Establish a Master Planning Steering Group composed of senior leadership individuals representing all key Center activities. The Master Planning Steering Group shall develop the Center's future concept and ensure that the CMPs encompass the goals and objectives necessary to meet the Center's current and projected future

mission while keeping in harmony with the surrounding community and the natural environment to the greatest extent practical.

(2) Designate an organizational element within the Center to be responsible for preparing and updating the CMP. (3) Ensure review of the CMP for compliance with the Agency's strategic planning at an interval not to exceed five years. (4) Sign the newly prepared or significantly modified CMP or validate, in writing, that the CMP followed the required reviews. This responsibility (5) Ensure that the siting and development of all Center facilities, particularly in conjunction with the Construction of Facilities program, has been coordinated with and is consistent with the CMP. (6) Ensure appropriate consultation and review of the CMP by affected state and local governments in compliance with Executive Order 12372, Intergovernmental Review of Federal Programs. (7) Ensure receipt of Facilities Engineering and Real Property Division concurrence on a newly prepared or significantly modified CMP before signature. (8) Provide copies of or access to (if Web-based) the CMP to the Facilities Engineering and Real Property Division.

c. Associate Administrators for each Mission Directorate shall ensure that their staff participates in the development of the CMPs at Centers that support their programs to ensure conformance to Agency and Mission Directorate strategies and to ensure cross-Center and cross-directorate alignment.

6. DELEGATION OF AUTHORITY

None.

7. MEASUREMENTS

In assessing whether NASA is in compliance with this NPD, the Director, Facilities Engineering and Real Property Division, shall maintain a record of Agency reviews of and concurrences with CMPs.

8. CANCELLATION

NPD 8810.2, Master Planning for Real Property.

/s/ Charles F. Bolden
Administrator

ATTACHMENT A: (TEXT)

None.

(URL for Graphic)

None.

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